

Annexure 24

# APPLICATION FOR A PERMANENT RESIDENCE PERMIT

[Sections 26 and 27 of Act No 13 of 2002 – Regulation 33]

## IMPORTANT:

- (a) To be completed in detail in English. Please print in black ink or type;
- (b) The completed form must be accompanied by the documents listed on pages 11 to 14.
- (c) For the various grounds on which permanent residence may be acquired and list of specific documents required in respect of each ground see pages 13 and 14.
- (d) Applicants are required to undergo an interview. Arrange for an interview with the nearest Regional Office of Home Affairs or South African mission before or when submitting the completed application with the prescribed fee, if applicable.
- (e) In the case of married couples or spousal partners, both the applicant and the spouse must sign and date the form and attend the interview, if the spouse is party to this application.
- (f) Applicants are advised to make and keep copies of documentation submitted.
- (g) It is the applicant's prerogative to retain an immigration practitioner to submit and attend to application of his or her behalf. However, this will not influence the outcome, as any application is considered individually and on its merits.

Ref. No \_\_\_\_\_

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LIST OF APPLICANTS

SURNAME	FORENAMES	DATE OF BIRTH	GENDER	RELATIONSHIP	PERMIT NUMBER

Persons interviewed. Applicant ..... Spouse ..... Other >>>  
 Date of interview ..... Interviewing officer ..... Rank ..... Persal No .....  
 Application presented by (Officer) ..... Persal No .....  
 Date of consideration ..... Persal No .....  
 Approved/rejected .....  
 Reasons for rejection .....  
 Signature ..... Rank .....  
 Date : ..... Office .....  
**OFFICE STAMP**

1. Details of applicant:

1.1 Mr/Ms/Dr/Prof .....(Surname) .....

1.2 First Name(s) .....

1.3 Maiden name .....

1.4 Other former surnames .....

1.5 Date of birth: Year    Month   Day

1.6 Country of birth .....

1.7 Nationality of birth ..... 1.8 Present nationality .....

1.9 Passport No ..... Expiry date .....

Issued by (Country) .....

1.10 Marital status : .....

Never married :  Married :  Divorced  Widowed

1.11 Date of marriage : Year     Month   Day

1.12 Present residential address : .....

Suburb/City/Town ..... Country .....

Since: Year    Month   Day

1.13 Postal Address ..... Suburb ..... City ..... Code .....

1.14 Tel No : Home : ..... Work: ..... Cell phone No .....

1.15 Occupation .....

**2. Details of parents :**

2.1 Father : Surname .....

First name(s) .....

Birth place: City/Town .....

State/Province .....

Country .....

Birth date:    Year     Month     Day

His nationality at birth .....

2.2 Mother : Surname ..... Maiden name .....

First name(s) .....

Birth place : City/town .....

State/Province .....

Country .....

Birth date:    Year     Month     Day

Her nationality at birth .....

**3. Details of spouse**

3.1 Type of spousal relationship .....

3.2 Mr/Ms/Dr/Prof ..... (Surname) .....

3.3 First Name(s).....

3.4 Maiden name.....

3.5 Other former surnames .....

- 3.6 Date of birth: Year  Month  Day
- 3.7 Birth place: City/Town ..... 3.8 State/Province.....
- 3.9 Country of birth .....
- 3.10 Nationality of birth ..... 3.11 Present nationality.....
- 3.12 Passport No/ SA Identity No .....  
Issued by (Country)..... Expiry date .....
- 3.13 Present residential address: .....  
Suburb/City/Town ..... Country .....
- Since : Year ..... Month ..... Day .....
- 3.14 Postal Address ..... Suburb ..... Code .....
- 3.15 Tel No ; Home ..... Work ..... Cell phone No .....
- 3.16 Occupation .....

**4. Details of parents of spouse, if spouse is party to this application :**

- 4.1 Father : Surname .....  
First name(s) .....
- Birth place: City/Town .....
- State/Province .....
- Country .....
- Birth date: Year  Month  Day
- His nationality at birth .....
- 4.2 Mother : Surname ..... Maiden name .....
- First name(s) .....
- Birth place : City/town .....
- State/Province .....

Country .....  
 Birth date: Year   Month   Day

Her nationality at birth .....

5. Details of Children: unmarried children under the age of 21 of both applicant and spouse, if spouse is party to this application, including those born out of previous marriages or out of wedlock and children, if any, of unmarried dependants or persons in permanent spousal relationships.

Surname	Forename(s)	Date of Birth	Relationship to applicant and/or spouse	Country and place (town/city) of birth	Present Nationality	Occupation

6. Names of unmarried children mentioned above and who do not wish to apply for an immigration permit(s) .....

7. Names of children over the age of 21 who are still dependent on the applicant for various reasons – please explain .....

8. Details of previous marriage/s (if any) :

Date and place of marriage ..... date and place of divorce.....

Details about any custody/maintenance of children subsequent to such marriage/s.....

**9. Details regarding relatives and/or friends resident in South Africa, if any (it is not mandatory to complete this portion):**

Name	Address	Relationship Acquaintanceship
1. ....	.....	.....
ID No PR No.....	.....	.....
2. ....	.....	.....
ID No PR No.....	.....	.....
3. ....	.....	.....
ID No/PR No.....	.....	.....

**10. Educational School Qualifications**

Applicant.....Date obtained .....

Spouse\*.....Date obtained .....

**Higher Qualifications or Special Training:**

**Applicant:**

Name of College, University or Educational Institution attended:.....  
Country .....

Prescribed duration of course .....

Period attended .....

Major subjects.....

Degree, Diploma or certificate obtained.....

**Spouse\*:**

Name of College, University or Educational Institution attended.....  
 .....Country.....  
 Prescribed duration of course.....  
 Period attended.....  
 Major subjects.....  
 Degree, Diploma or certificate obtained.....  
 .....

**Trade/Professional Qualifications**

**Applicant :**

Duration of apprenticeship/training : From.....to.....  
 Profession/Trade in which qualified.....

**Spouse\***.....

Duration of apprenticeship/training : From.....to.....  
 Profession/Trade in which qualified.....

**11. Employment record (to cover full period of employment):**

Name of employer .....	Address: Town/City .....	From .....	To .....	Nature of work .....
.....	.....	.....	.....	.....
.....	.....	.....	.....	.....
.....	.....	.....	.....	.....
.....	.....	.....	.....	.....
.....	.....	.....	.....	.....
.....	.....	.....	.....	.....

\* if party to this application

Describe briefly your present/last duties.....  
 .....  
 .....What occupation do you intend following in South Africa? .....  
 .....  
 .....What amount of money will you transfer to South Africa if any? .....  
 Do you receive a pension or do you have a private income? If so, please give details.....  
 .....  
 Do you have any other assets eg property/investments etc? please give details .....  
 .....  
 Do you have an offer of employment in South Africa? [Yes/No] ..... If so, attach work offer.

12. Do you have any immediate family members remaining in country of origin [father, mother, sisters, brothers, husband, wife and children] [Yes] [No] .....

Name	Address	Relationship/Acquaintance
..... .....	..... .....	..... .....
..... .....	..... .....	..... .....
..... .....	..... .....	..... .....
..... .....	..... .....	..... .....

**13. Full details of previous and current residence (since 18<sup>th</sup> birthday or during the last ten years to date)**  
 (Complete in detail including postal district numbers, e.g. Bromley BR68ED, United Kingdom)

	From: (Month/Year)	To: (Month/Year)	Number and street	City/Town	Country
(i)	.....	.....	.....	.....	.....
(ii)	.....	.....	.....	.....	.....
(iii)	.....	.....	.....	.....	.....
(iv)	.....	.....	.....	.....	.....
(v)	.....	.....	.....	.....	.....
(vi)	.....	.....	.....	.....	.....
(vii)	.....	.....	.....	.....	.....
(viii)	.....	.....	.....	.....	.....
(ix)	.....	.....	.....	.....	.....
(x)	.....	.....	.....	.....	.....
(xi)	.....	.....	.....	.....	.....
(xii)	.....	.....	.....	.....	.....
(xiii)	.....	.....	.....	.....	.....
(xiv)	.....	.....	.....	.....	.....
(xv)	.....	.....	.....	.....	.....
(xvi)	.....	.....	.....	.....	.....
(xvii)	.....	.....	.....	.....	.....
(xviii)	.....	.....	.....	.....	.....
(xix)	.....	.....	.....	.....	.....
(xx)	.....	.....	.....	.....	.....

**14. Details regarding applicant and (if applicable) spouse and children**

The following questions relate to you (the applicant) as well as to any person mentioned under 3 and 5 and must be answered "YES" or "NO".

- (a) Have you or any of the persons concerned ever been –
  - (i) convicted of a criminal offence even if such conviction is no longer on record against you or the persons concerned? .....
  - (ii) declared insolvent? .....
  - (iii) the subject of a civil action for failure to fulfil child maintenance obligation? .....
- (b) Will you or any of the persons concerned leave outstanding debts behind on your departure or, if you are already in South Africa, did you leave any outstanding debts behind abroad? If so, what arrangements have you made to settle them .....
- (c) Is there a criminal action pending against you or any of the persons concerned? .....
- (d) Have you or any of the persons concerned previously applied for an immigration permit? .....
- (e) Have you or any of the persons concerned ever been refused permanent residence in or entry to or been repatriated or deported from South Africa or any other country? .....
- (f) Have you or any of the persons concerned ever previously been in South Africa? If yes, state period .....
- (g) Do you or any of the persons concerned suffer, or has any of you suffered from a disease referred to in regulation 34(1)(a) or from any physical or mental condition which may render you a public charge or a threat to others? .....

**N.B.** If the answer to any of the questions (a) to (g) above is "YES", give FULL details below. In connection with question (a) (ii) state whether or not you or the persons concerned have been rehabilitated. In respect of question (f) actual periods and addresses of residence must be furnished.

.....

.....

.....

.....

- (h) Have you or any of the persons concerned ever applied for asylum in another country? If so, please state which person(s), the countries of previous immigration, and the year in each case .....

.....  
.....  
.....

**15. General Information**

On what date did you leave your country of origin? If so please indicate –

Have you ever applied for asylum in the Republic of South Africa [Yes/No] .....

If yes state date of application ..... date of approval ..... or rejection, ..... or cancellation, and reasons for rejection/cancellation .....

Postal address and telephone number at which you can be contacted in South Africa .....

Employment details of Spouse .....

**Note :** Any incorrect or misleading information or false documents furnished in support of this application may result in the application not being considered.

I/We the undersigned, declare that the photograph(s) submitted in support of this application is/are a true likeness of the person(s) whose names appear on the reverse side thereof, that the details reflected in this application and supporting documents are true and correct and that it is my/our intention to reside permanently in South Africa. I undertake to inform the Department of any change of address whilst the application is being processed with the understanding that in the event of failure to do so the Department will not be responsible for any resultant breakdown in communication.

Signature of applicant ..... Date .....

Signature of legal spouse ..... Date .....

FOR OFFICIAL USE  
TWO PHOTOGRAPHS IN RESPECT OF EACH APPLICANT OVER THE AGE OF .....

## PLEASE READ THE FOLLOWING IN CONJUNCTION WITH THE ACCOMPANYING INSTRUCTIONS:

- IMPORTANT –** (a) The documents listed below must be submitted with the application by the persons indicated.  
 (b) “Applicants” on this page includes all persons who intend to apply for a permanent residence permit.  
 (c) Documents which are not in English, must be accompanied by certified translations into English.  
 (d) The applicant and his/her spouse must sign the application. Where the applicant is a child both parents must sign.

1.	2 Passport photographs	All applicants	A recent, passport-type, full face photograph bearing the names of the applicant on the reverse side thereof. Machine-type or instant photographs are not acceptable.
2.	Birth certificate, or extract from birth record	All applicants	Only original documents or certified copies thereof are acceptable.
3.	Change of name document i.e. Statutory Declaration or Deed Poll/or Adoption Certificate	All applicants where applicable	
4.	Medical report	All applicants	Report must not be older than six months at time of submission
5.	Radiological report.	All applicants 12 years of age and older (excluding pregnant women)	The report must not be older than six months at time of submission.
6.	Police certificate(s)	All applicants 18 years of age and older	“Mass X-ray” cards and separate radiological reports acceptable). In respect of all countries of residence in excess of 12 months (originals only)
7.	Marriage certificate, or extract from marriage record. Documentary proof of customary union where applicable, prescribed affidavit and Notarial contract where applicable	All applicants who are married or in a spousal relationships	
8.	Final divorce decree(s) and all relevant court orders regarding custody and maintenance of children. Written consent of parents where applicable	All applicants who are divorced	Required irrespective of whether or not the person concerned has since re-married
9.	Death certificate of late spouse	All widows and widowers	
10.	Highest educational, trade and/or professional certificates	All applicants who will be employed in South Africa	N.B. (a) Full details of training and experience are to be provided when relevant to confirm the applicant's ability and/or qualifications to perform the intended occupation in South Africa.
11.	Work references or certificates of service (covering at least the last five years)	All applicants who apply on grounds of a job offer or work permit	(b) Documents listed under (a) must indicate the actual dates of training and/or employment and also the capacity or occupation in which trained and/or employed. (c) Present employer's work reference may be submitted at a later date if so desired.

12.	<p>(a) Offer for permanent employment</p> <p>(b) Certification by the (prospective) employer's chartered accountant as required by section 27(a)(i)</p> <p>(c) Certification by the Department of Labour as required in section 27(a)(ii)</p>	All applicants who apply on grounds of permanent employment in terms of section 27(a) of the Act	The work offer must state clearly the occupation to be followed and salary offered and must not be older than three months at time of submission.
13.	<p>(a) A letter from a foreign or South African organ of State, or from an established South African academic, cultural or business body confirming the applicant's exceptional skills or qualifications</p> <p>(b) Testimonials from previous employers, if applicable, and a comprehensive curriculum vitae</p> <p>(c) Other proof to substantiate exceptional skills qualifications, such as publications and testimonials</p>	All applicants seeking permanent residence on grounds of exceptional skills and qualifications in terms of section 27(b) of the Act	
14.	<p>(a) Proof of availability of funds for transfer from abroad</p> <p>(b) Proof of planned registration with the appropriate statutory body, if required by the nature of business</p> <p>(c) Proof of compliance with regulation 24 and section 27(c) of the Act</p>	All applicants who apply for permanent residence on grounds of intending to establish a business in the republic	If the applicant request the Department to reduce the prescribed capitalisation requirement in terms of section 27(c)(i) of the Act, a request from the Department of Trade and Industry or documentation supporting a claim of national interest must be attached
15.	<p>(a) All the requirements under item 14</p> <p>(b) Documentation proving the investment such as shareholders' or partnership agreements</p> <p>(c) Details of the partner/directors and</p> <p>(d) Proof of compliance with regulation 24 and section 27(c) of the Act</p>	All applicants who apply for permanent residence on grounds of intending to invest in an established business in the republic	If the applicant requests the Department to reduce the prescribed capitalisation requirement in terms of section 27(c)(i) of the Act, a request from the Department of Trade and Industry or documentation supporting a claim of national interest must be attached
16.	<p>(a) Proof of compliance with sections 27(c) of the Refugees Act, 1998 (Act no 130 of 1998)</p> <p>(b) Affidavit with regard to aliases used by the applicant and/or family members, if applicable</p>	All applicants seeking permanent residence in terms of section 27(d) of the Act in respect of qualifying refugees	
17.	Certification by a chartered accountant as required in section 27(e) and regulation 33(16)	NB. In respect of applications on this ground the documentation requirements listed under Item 9(1) (c), (d) in the case of a foreign marriage, (h) to (m), and (n) of Schedule A of the Regulations, if the original is not available, may be replaced with a sworn affidavit in respect of the country fled from only All applicants who intend to retire in South Africa, or who will be self-employed/independent means or who will be entering into a business partnership	

18.	Certification by a chartered accountant as required in section 27(f), reflecting proof of a minimum net worth of R40 million and having tendered R100 000 to the Department as the fee referred to section 27(f) in the Act	All applicants of independent means seeking permanent residence in terms of section 27(g) of the Act
19.	Consent of both parents or guardian (minors as recognised by their country of origin)	All single applicants under the age of 21
20.	(a) Proof of permanent employment offer and/or proof of 5 years continuous work permit status (b) Certification by the employer's chartered accountant contemplated in section 26(a)(i) (c) Certificate by the Department of Labour contemplated in section 26(a)(ii)	All applicants who have been on work permits and seek permanent residence in terms of section 26(a) of the Act
21.	Declaration of support for the application by the spouse who is the citizen or resident	All applicants seeking permanent residence on grounds of a spousal relationship
22.	Undertaking by parents with regard to financial support	In respect of a child under the age of 21 of a citizen or resident